

Ad Hoc Public Works Planning Committee
Meeting Minutes
Draft

Date: Monday, January 25, 2009

Time: 7:00 p.m.

Place: Millennium, Conference Room B

Participants: Bob Price, George Murray, Hugh Maguire, Chip Barrett, Kelly Ross, John Mangiaratti, Arthur Benoit, Judy Culver, (Paul Starratt observed for ½ hour)

CTO: 7:09 p.m.

Price opened the meeting, reflecting on the work completed by the committee on 1/20. He stated that he believed that Chip Barrett already set priorities for work to be completed. Benoit commented that many departments set priorities. Murray commented that he continued to be troubled by a town-wide lack of standards for building and grounds. He asked how trade-offs were made or priorities set without such standards and that the Town must rely on the good judgment of the people running the departments. Without standards, it was difficult to know when you had a cost problem. Culver agreed that standards should be set. The Committee turned its attention to developing policy to address the issue.

Problem: Lack of capital maintenance standards

Why is it a problem: Lack of consistency in decision-making and prioritization

Inability to determine true cost

Insufficient resources to meet regulatory and public safety level of service

Replacement cycle prediction (projection)

Corrective/Action: establish appropriate standards, including maintenance cycles, replacement or useful life cycles, expected maintenance schedule

Who: Capital Planning Committee and Department Heads under the Town Manager's office and oversight

Price stated the Capital Planning Committee needs to set funding priorities because the needs will always out way the available funds.

Problem: Bureaucratic rules will slow things down and work will not get done

Or Getting resources to the problem in the best interest of the Town

Or Getting resources to a job while adding minimal bureaucratic overhead

Why: underserved departments don't see the problem and may accept bureaucracy just to get work done

Served departments see the problem because they will lose the informal system of getting services

All departments are not served equally

Corrective/Action: establish a centralized system, with authority to assign and schedule resources, and establishing cross charges between departments for resources used

Who: Town Manager with approval of the Board of Selectmen

Meeting adjourned at 9:14 p.m.